



STATE OF IOWA

Governor Terry E. Branstad
Lt. Governor Kim Reynolds

BOARD OF NURSING
Kathleen R. Weinberg, MSN, RN
Executive Director

Iowa Nurse Assistance Program Committee Orientation Meeting:

December 20, 2016, 10:00AM-2:00PM

AGENDA

Committee Members: Robert Colin, Misstie Day, CARN, RN, Karen Ganzer, MSN, RN, Kevin Moeckly, BSN, RN, Alicia Rivera, BSN, RN, Debra Starr, BSN, RN, Kathleen Weinberg, MSN, RN

OPEN SESSION

1. **Call to order 10:00 a.m. Roll call to determine if a quorum is present.**
2. **Welcome**
3. **Approval of Agenda**

10:00 – 10:30AM Program Introduction

- A. Committee Member Introductions
- B. IBON Overview / Executive Director
- C. INAP Overview / INAP Coordinator

10:30 – 11:00AM Program Travel Policies & Technology

- D. Expense Forms & Reimbursements/ Secretary
- E. Laptops & Email/ IT

11:00 – 12:30PM Program Guidelines

- F. Legal & Regulatory/ Attorney General's Office
- G. Enforcement & Discipline/ Director of Enforcement
- H. Iowa Physician Health Program/ Board of Medicine

Working Lunch 12:00-12:30PM

12:30 – 2:00PM Program Planning

- I. Set 2017 Meeting Dates
- J. Co-Chair Selection
- K. INAP Procedure Manual

Closed session

- L. Review of INAP cases

Open session

- M. Adjournment

1. The Committee may meet in a closed session under the provision of Iowa Code Section 21.5(1) "a" to review or discuss records which are required or authorized by state or federal law to be kept confidential. Information in the possession the Committee shall be subject to the confidentiality requirements of Iowa Code section 272C.6. Information about applicants or licensees in the Iowa Physician Nurse Assistance Program shall not be disclosed except as provided in 655 IAC 19.7.

2. Public agenda materials are available via e-mail. Contact: inap@iowa.gov

3. The Committee may address agenda items out of sequence to accommodate persons appearing before the Committee or to aid in the efficiency or effectiveness of the meeting.

PROGRAM CONTACTS

- Program Coordinator: Rhonda Ruby, (515) 725-4008, Rhonda.ruby@iowa.gov

The Iowa Nurse Assistance Program is located at the Iowa Board of Nursing, 400 SW Eighth Street, Suite C, Des Moines, Iowa, 50309. The Board's office closing for the remainder of 2016:

- Monday, December 26 (Christmas observed)

COMMITTEE TENTATIVE MEETING SCHEDULE –specific dates TBA

The Committee's tentative scheduled meetings for 2017:

- March, 2017
- June, 2017
- September, 2017
- December, 2017